



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

HARBOR DEPARTMENT

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SITKA PORT AND HARBORS DEPARTMENTS QUARTERLY REPORT

Thru: John Leach, Administrator

From: Stan Eliason, Harbormaster

To: CBS Assembly Members

Date: November 10th, 2025

Department Overview:

Task I. Crescent Harbor Highload Dock repairs will be completed this winter. This will restore the facility to full use after years of reduced service.

Task II. State of Alaska 50/50 matching grant awarded for Fishermen's Work Float Major Repairs Project. Taking place this winter. This supports Goal 4.1 of the strategic plan.

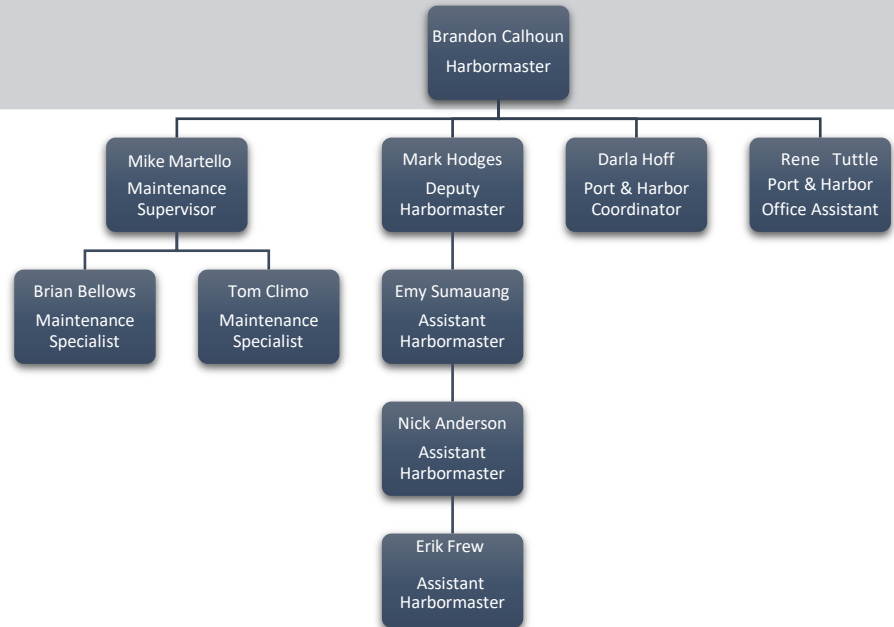
Task III. Eliason Harbor electrical-floatation upgrades. Grant awarded. Project is in planning phase. This supports Goal 4.1 of the strategic plan.

Task IV. Harbor Department staff is conducting a policy audit to ensure internal procedures are efficient and effective. Maintenance staff is completing facility repairs and upgrades for the 2026 season.

Staffing Levels: The Harbor Department is fully staffed.

I have included the FY26 budget through Sept. 30th, 2025. 9% of the budget is expended.

SITKA PORT & HARBORS
DEPARTMENT





Expense Budget Performance Report

Fiscal Year to Date 09/30/25

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 240 - Harbor Fund										
	EXPENSE									
5110.001	Regular Salaries/Wages	798,701.83	.00	798,701.83	47,041.90	.00	112,143.43	686,558.40	14	582,121.46
5110.002	Holidays	.00	.00	.00	3,006.36	.00	5,462.87	(5,462.87)	+++	30,257.50
5110.003	Sick Leave	.00	.00	.00	609.66	.00	3,641.77	(3,641.77)	+++	33,819.04
5110.004	Overtime	15,000.00	.00	15,000.00	1,569.53	.00	3,391.54	11,608.46	23	6,244.67
5110.010	Temp Wages	105,171.22	.00	105,171.22	6,680.00	.00	24,714.25	80,456.97	23	55,159.00
5120.001	Annual Leave	30,783.00	.00	30,783.00	2,291.26	.00	33,311.90	(2,528.90)	108	51,270.20
5120.002	SBS	58,214.26	.00	58,214.26	3,754.53	.00	11,203.53	47,010.73	19	46,268.63
5120.003	Medicare	13,770.05	.00	13,770.05	888.14	.00	2,650.14	11,119.91	19	11,014.47
5120.004	PERS	179,013.78	.00	179,013.78	11,004.13	.00	28,696.02	150,317.76	16	153,306.90
5120.005	Health Insurance	288,216.36	.00	288,216.36	19,388.30	.00	58,164.90	230,051.46	20	195,504.46
5120.006	Life Insurance	131.40	.00	131.40	10.47	.00	29.01	102.39	22	119.61
5120.007	Workmen's Compensation	25,030.94	.00	25,030.94	1,894.48	.00	4,913.98	20,116.96	20	22,067.54
5120.008	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	188.63
5120.011	PERS on Behalf	17,407.00	.00	17,407.00	.00	.00	.00	17,407.00	0	61,884.00
5201.000	Training and Travel	7,400.00	.00	7,400.00	841.02	.00	2,500.48	4,899.52	34	5,735.29
5202.000	Uniforms	4,150.00	.00	4,150.00	692.75	.00	1,769.21	2,380.79	43	3,547.64
5203.001	Utilities	745,000.00	.00	745,000.00	17,393.15	.00	108,657.96	636,342.04	15	747,245.83
5204.001	Cell Phone Stipend	600.00	.00	600.00	50.00	.00	100.00	500.00	17	750.00
5205.000	Insurance	124,850.00	.00	124,850.00	.00	.00	.00	124,850.00	0	126,417.58
5206.000	Supplies	20,500.00	.00	20,500.00	3,614.58	.00	6,808.67	13,691.33	33	13,642.97
5207.000	Repairs and Maintenance	60,000.00	.00	60,000.00	424.25	.00	2,036.82	57,963.18	3	43,989.35
5207.001	Boat Repair and Maintenance	6,000.00	.00	6,000.00	.00	.00	803.92	5,196.08	13	7,112.27
5207.002	Disposal of derelict vessels	95,000.00	.00	95,000.00	.00	.00	.00	95,000.00	0	.00
5208.000	Bldg Repair & Maint	25,076.00	.00	25,076.00	.00	.00	.00	25,076.00	0	16,166.04
5211.000	IT Fees	112,368.00	.00	112,368.00	.00	.00	.00	112,368.00	0	107,621.04
5212.000	Contracted Services	208,565.00	328.97	208,893.97	9,615.02	6,093.57	40,559.42	162,240.98	22	108,746.60
5214.000	Interdepartment Services	390,144.00	.00	390,144.00	.00	.00	.00	390,144.00	0	349,107.52
5221.000	Transportation/Vehicles	100,864.00	.00	100,864.00	.00	.00	.00	100,864.00	0	78,511.90
5222.000	Postage	6,000.00	.00	6,000.00	500.00	4,000.00	2,000.00	.00	100	6,292.05
5223.000	Tools & Small Equipment	17,066.00	.00	17,066.00	.00	.00	286.80	16,779.20	2	3,255.59
5224.000	Dues and Publications	650.00	.00	650.00	.00	.00	.00	650.00	0	225.00
5226.000	Advertising	5,840.00	.00	5,840.00	.00	.00	.00	5,840.00	0	3,673.55
5227.002	Rent-Equipment	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5227.003	Rent-Other	1,440.00	.00	1,440.00	.00	.00	.00	1,440.00	0	960.00
5230.000	Bad Debts	150,000.00	.00	150,000.00	.00	.00	(57,121.19)	207,121.19	-38	153,123.30
5231.000	Credit Card Expense	82,000.00	.00	82,000.00	4,959.30	.00	23,825.46	58,174.54	29	74,155.44
5290.000	Other Expenses	3,595.00	.00	3,595.00	44.58	.00	44.58	3,550.42	1	2,310.31
5295.000	Interest Expense	360,051.00	.00	360,051.00	.00	.00	.00	360,051.00	0	317,793.26
5297.000	Debt Admin Expense	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00



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Fund 240 - Harbor Fund										
EXPENSE										
5400.000	OPEB Expense	.00	.00	.00	.00	.00	.00	.00	+++	35,273.00
6205.000	Depreciation-Buildings	1,195.00	.00	1,195.00	.00	.00	.00	1,195.00	0	1,194.72
6206.000	Depreciation-Machinery	10,613.00	.00	10,613.00	.00	.00	.00	10,613.00	0	43,792.23
7106.000	Fixed Assets-Machinery	26,000.00	.00	26,000.00	.00	.00	.00	26,000.00	0	.00
7200.000	Interfund Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	92,500.00
7301.000	Note Principal Payments	45,349.00	.00	45,349.00	.00	.00	.00	45,349.00	0	.00
7302.000	Bond Principal Payments	515,000.00	.00	515,000.00	.00	.00	.00	515,000.00	0	.00
EXPENSE TOTALS		\$4,658,755.84	\$328.97	\$4,659,084.81	\$136,273.41	\$10,093.57	\$420,595.47	\$4,228,395.77	9%	\$3,592,368.59
Fund 240 - Harbor Fund Totals		\$4,658,755.84	\$328.97	\$4,659,084.81	\$136,273.41	\$10,093.57	\$420,595.47	\$4,228,395.77		\$3,592,368.59
Fund 750 - Capital Project-Harbor										
EXPENSE										
5212.000	Contracted Services	10.00	410,558.20	410,568.20	.00	1,642,517.54	.00	(1,231,949.34)	400	86,002.14
5214.000	Interdepartment Services	.00	.00	.00	.00	.00	.00	.00	+++	70,959.96
7150.000	Capitalized Cont/Services	.00	.00	.00	.00	.00	.00	.00	+++	(156,962.10)
7200.000	Interfund Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	15,746.87
EXPENSE TOTALS		\$10.00	\$410,558.20	\$410,568.20	\$0.00	\$1,642,517.54	\$0.00	(\$1,231,949.34)	400%	\$15,746.87
Fund 750 - Capital Project-Harbor Totals		\$10.00	\$410,558.20	\$410,568.20	\$0.00	\$1,642,517.54	\$0.00	(\$1,231,949.34)		\$15,746.87
Grand Totals		\$4,658,765.84	\$410,887.17	\$5,069,653.01	\$136,273.41	\$1,652,611.11	\$420,595.47	\$2,996,446.43		\$3,608,115.46